

Certified Staffing

Each certified employee employed as of the last Friday of September in the regular school year must have the following records:

- 1) Personnel Information Record (see instructions above),
2) Education/Experience History Record
3) Contract Record
4) Assignment Record :

2009

[illegible]

Education and Experience History

Basic Education Data System

Personnel Information Supporting Tables State Reports Federal Reports Accreditation Reports Statistical Reports Edit Reports
 Funding Formula Data Export/Import System Control

Personnel Information

Person Info **Ed. Hist** Port Emp Assignment Academic Sta Non-Port Emp All Ed All Non-Ed Summary

SSN: 555-55-5555 MOUSE, MICKEY Add Update

School Year: 2008 Degree: BA BACHELOR OF ARTS Credits: 70 Save Cancel

Years in State(K-12): **2009** Years out of State(K-12): 2 Years Non-public(K-12): 0 Delete

Higher Ed. In State: 0 Higher Ed. out of State: 0

Sch Year	Degree	Credits	Yrs in State	Yrs out of St	Yrs Non-pub	Hi Ed in State	Hi Ed out St
2008	BA	70	33	2	0	0	0
2007	BA	70	33	2	0	0	0
2006	BA	70	33	2	0	0	0
2005	BA	70	33	2	0	0	0
2004	BA	70	33	2	0	0	0
2003	BA	54	32	2	0	0	0
2002	BA	54	31	2	0	0	0
2001	BA	54	30	2	0	0	0

Ed History Record

ACCURACY is crucial



Basic Education Data System

Personnel Information Supporting Tables State Reports Federal Reports Accreditation Reports Statistical Reports Edit Reports
Funding Formula Data Export/Import System Control

Personnel Information

Person Info **Ed. Hist** Port Emp Awardment Academic Sta Non-Port Emp All Ed All Non Ed Student

SSN: 555-55-5555 MOUSE, MICKEY Add Update

School Year: 2008 Degree: BA BACHELOR OF ARTS Credits: 70 Save Cancel

Years in State(K-12): **2009** Years out of State(K-12): 2 Years Non-public(K-12): 0 Delete

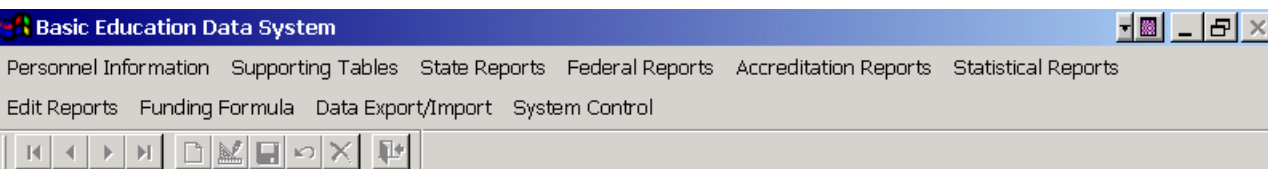
Higher Ed. In State: 0 Higher Ed. out of State: 0

Sch Year	Degree	Credits	Yrs in State	Yrs out of St	Yrs Non-pub	Hi Ed in State	Hi Ed out St
2008	BA	70	33	2	0	0	0
2007	BA	70	33	2	0	0	0
2006	BA	70	33	2	0	0	0
2005	BA	70	33	2	0	0	0
2004	BA	70	33	2	0	0	0
2003	BA	54	32	2	0	0	0
2002	BA	54	31	2	0	0	0
2001	BA	54	30	2	0	0	0

**Drives
State
Money!!!**



The Ed History and Assignment Records Determines Placement on the Grid



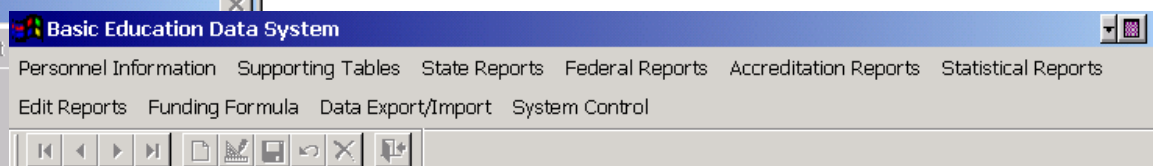
Ed History Record

School Year: **2009** Degree: BS BACHELOR OF SCIENC

Credits: 0 Years in State: 3

Years out of State: 0 Years Non-public: 0

Sch Year	Degree	Credits	Yrs in State	Yrs out of St	Yrs Non-pub
2003	BS	0	3	0	0
2002	BS	0	2	0	0
2001	BS	0	1	0	0
2000	BA	0	0	0	0



Assign Record

School Year: **2009** Base Days FTE

District: 002 MERIDIAN JOINT DI Contract 1: 32939 230 1.00

Contract: 1 Contract 2: 0 0 0.00

Per iod	Assign Code	Building	Grade	Class	Aide Hours	Male Students					Female Students				
						W	B	H	N	A	W	B	H	N	A
1	0051	127	3	N	0	0	0	0	0	0	0	0	0	0	0
				N	0	0	0	0	0	0	0	0	0	0	0
				N	0	0	0	0	0	0	0	0	0	0	0
				N	0	0	0	0	0	0	0	0	0	0	0
				N	0	0	0	0	0	0	0	0	0	0	0
				N	0	0	0	0	0	0	0	0	0	0	0
				N	0	0	0	0	0	0	0	0	0	0	0
				N	0	0	0	0	0	0	0	0	0	0	0
				N	0	0	0	0	0	0	0	0	0	0	0
				N	0	0	0	0	0	0	0	0	0	0	0
				N	0	0	0	0	0	0	0	0	0	0	0
				N	0	0	0	0	0	0	0	0	0	0	0
				N	0	0	0	0	0	0	0	0	0	0	0
				N	0	0	0	0	0	0	0	0	0	0	0

Sch Year	District	Contract	FTE
2003	002	1	1.00
2002	002	1	1.00

9/17/2008

The Ed History Record Determines Placement on the Grid

Basic Education Data System

Personnel Information Supporting Tables State Reports Federal Reports Accreditation Reports Statistical Reports

Edit Reports Funding Formula Data Export/Import System Control

Personnel Information

Ed History Record

School: **2009** Degree: **BS** **BACHELOR OF SCIENC**

Credits: **0** Years in State: **3**

Years out of State: **0** Years Non-public: **0**

Add Update Save Cancel Delete

Sch Year	Degree	Credits	Yrs in State	Yrs out of St	Yrs Non-pub
2003	BS	0	3	0	0
2002	BS	0	2	0	0
2001	BS	0	1	0	0
2000	BA	0	0	0	0

Year	BA	BA+12	BA+24	MA BA+36	MA+12 BA+48	MA+24 BA+60	MA+36 ES/DR
0	1.00000	1.03750	1.07640	1.11680	1.15870	1.20220	1.24730
1	1.03750	1.07640	1.11680	1.15870	1.20220	1.24730	1.29410
2	1.07640	1.11680	1.15870	1.20220	1.24730	1.29410	1.34260
3	1.11680	1.15870	1.20220	1.24730	1.29410	1.34260	1.39290
4	1.15870	1.20220	1.24730	1.29410	1.34260	1.39290	1.44510
5	1.20220	1.24730	1.29410	1.34260	1.39290	1.44510	1.49930
6	1.24730	1.29410	1.34260	1.39290	1.44510	1.49930	1.55550
7	1.29410	1.34260	1.39290	1.44510	1.49930	1.55550	1.61380
8	1.34260	1.39290	1.44510	1.49930	1.55550	1.61380	1.67430
9	1.39290	1.44510	1.49930	1.55550	1.61380	1.67430	1.73710
10	1.39290	1.49930	1.55550	1.61380	1.67430	1.73710	1.80220
11	1.39290	1.49930	1.55550	1.61380	1.73710	1.80220	1.86980
12	1.39290	1.49930	1.55550	1.61380	1.73710	1.86980	1.93990
13 or more	1.39290	1.49930	1.55550	1.61380	1.73710	1.86980	2.01260

Experience and Education Multiplier Table

I.C. 33-1004

“Each instructional and administrative staff position shall be assigned an appropriate multiplier based on the following table:”

Year	BA	BA+12	BA+24	MA BA+36	MA+12 BA+48	MA+24 BA+60	MA+36 ES/DR
0	1.00000	1.03750	1.07640	1.11680	1.15870	1.20220	1.24730
1	1.03750	1.07640	1.11680	1.15870	1.20220	1.24730	1.29410
2	1.07640	1.11680	1.15870	1.20220	1.24730	1.29410	1.34260
3	1.11680	1.15870	1.20220	1.24730	1.29410	1.34260	1.39290
4	1.15870	1.20220	1.24730	1.29410	1.34260	1.39290	1.44510
5	1.20220	1.24730	1.29410	1.34260	1.39290	1.44510	1.49930
6	1.24730	1.29410	1.34260	1.39290	1.44510	1.49930	1.55550
7	1.29410	1.34260	1.39290	1.44510	1.49930	1.55550	1.61380
8	1.34260	1.39290	1.44510	1.49930	1.55550	1.61380	1.67430
9	1.39290	1.44510	1.49930	1.55550	1.61380	1.67430	1.73710
10	1.39290	1.49930	1.55550	1.61380	1.67430	1.73710	1.80220
11	1.39290	1.49930	1.55550	1.61380	1.73710	1.80220	1.86980
12	1.39290	1.49930	1.55550	1.61380	1.73710	1.86980	1.93990
13 or more	1.39290	1.49930	1.55550	1.61380	1.73710	1.86980	2.01260

Experience and Education Multiplier Table

Steps vs. Lanes

I.C. 33-1004

• **Steps** = Experience

• **Lanes** = Degree + Credits

Year

0

1

2

3

4

5

6

7

8

9

10

11

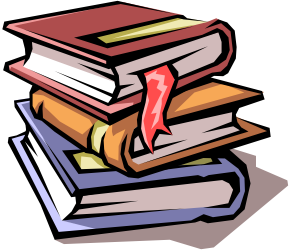
12

13 or
more

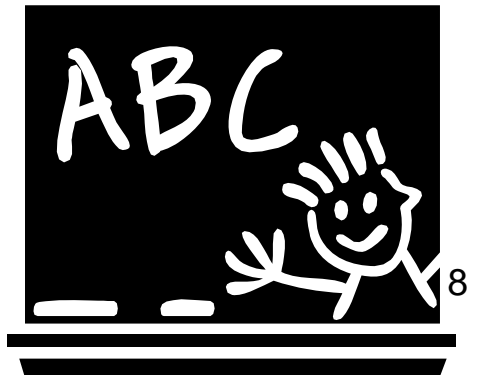
				MA	MA+12	MA+24	MA + 36
or	BA	BA+12	BA+24	BA+36	BA+48	BA+60	ES/DR

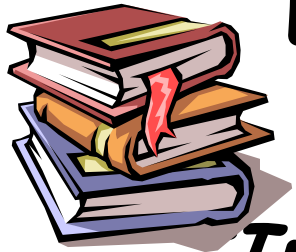
Steps - Experience Factor

I.C. 33-1004A



"In determining the experience factor, the actual years of teaching or administrative service in a public school or in an accredited private or parochial school shall be credited."

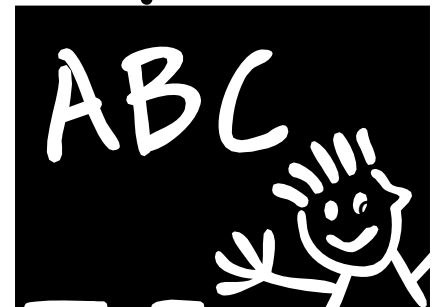




Lanes - Experience Factor

I.C. 33-1004A

In determining the experience factor, the actual years of teaching or administrative service in a public school or in an accredited private or parochial school, or beginning in the 2005-2006 school year and thereafter in an accredited college or university shall be credited."



How do I Report Experience?

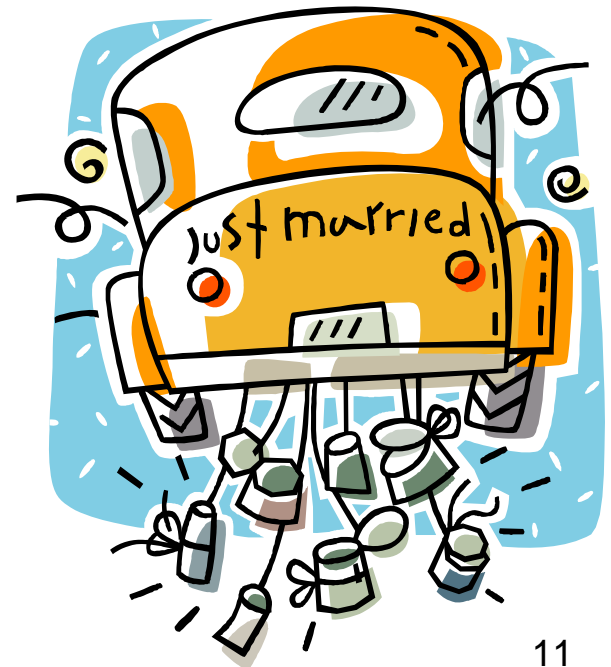
Basic guidelines in reporting completed teaching or administrative experience are as follows:

- Only report *completed* years.
- Do not count the current school year (it's not completed)
- Include only certificated teaching or administrative position experience
- Include only experience from an *accredited* public, private or parochial school
- A qualifying teacher and/or administrator must physically work 50% or more of a given school year
- Each year is considered on its own; partial years cannot be added together
- A qualifying teacher and/or administrator must be an employee of an accredited public, private, parochial school or accredited college or university.
- Those hired after June 30, 2005 may be granted credit for experience with an accredited college or university as long as that experience equates to like experience recognized by an accredited K-12 school.

How do I Report Experience?

Basic guidelines in reporting completed teaching or administrative experience are as follows:

- Only report *completed* years.
- Think of it like your 1st year marriage, you had to survive 365+ days before celebrating your 1st anniversary




How do I Report Experience?

Basic guidelines in reporting completed teaching or administrative experience are as follows:

- Only report *completed* years.

Same principle applies to placing someone on the "Experience and Education Multiplier Table".

Step one (1) starts at -0-



Year	BA	BA+12	BA+24
0	1.00000	1.03750	1.07640
1	1.03750	1.07640	1.11680
2	1.07640	1.11680	1.15870
3	1.11680	1.15870	1.20220
4	1.15870	1.20220	1.24720


How do I Report Experience?

Basic guidelines in reporting completed teaching or administrative experience are as follows:

- Only report *completed* years.
- Do not count the current school year (it's not completed)

Step one (1) starts at -0-

Remember - Your entering this record at the Beginning of the school Year ~



Year	BA	BA+12	BA+24
0	1.00000	1.03750	1.07640
1	1.03750	1.07640	1.11680
2	1.07640	1.11680	1.15870
3	1.11680	1.15870	1.20220
4	1.15870	1.20220	1.24720

How do I Report Experience?

Basic guidelines in reporting completed teaching or administrative experience are as follows:

- Only report *completed* years.
- Do not count the current school year (it's not completed)
- **Include only certificated teaching or administrative position experience**

How do I Report Experience?

Basic guidelines in reporting completed teaching or administrative experience are as follows:

- Only report *completed* years.
- Do not count the current school year (it's not completed)
- Include only certificated teaching or administrative position experience
- **Include only experience from a public, accredited private or accredited parochial school**

How do I Report Experience?

Basic guidelines in reporting completed teaching or administrative experience are as follows:

- Only report *completed* years.
- Do not count the current school year (it's not completed)
- Include only certificated teaching or administrative position experience
- **Include only experience from an public, accredited private or accredited parochial school ~ Why?**
 - Because the school being accredited should be an indication that the institution employs credentialed teachers and administrators.

How do I Report Experience?

Basic guidelines in reporting completed teaching or administrative experience are as follows:

- Only report *completed* years.
- Do not count the current school year (it's not completed)
- Include only certificated teaching or administrative position experience
- **Include only experience from an public, accredited private or parochial school ~ Why?**

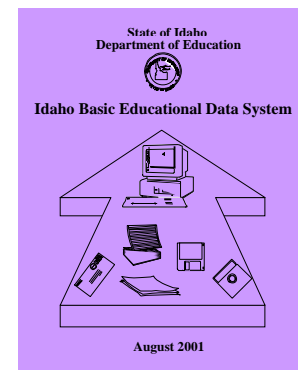
- "public" is equated to K-12 schools

- Not general pre-K or headstart

Reporting

Idaho Basic Education Data System (I.C. 33-1004D)

“For each employee of the school district, a report shall be made in a format prescribed by the state superintendent of public instruction,...” See IBEDS Manual for additional assistance in placing certified staff/positions on the experience and education multiplier table.



How do I Report Experience?

Basic guidelines in reporting completed teaching or administrative experience are as follows:

- Only report *completed* years.
- Do not count the current school year (it's not completed)
- Include only certificated teaching or administrative position experience
- Include only experience from an *accredited* public, private or parochial school
- **A qualifying teacher and/or administrator must physically work 50% or more of a given school year**

How do I Report Experience?

Basic guidelines in reporting completed teaching or administrative experience are as follows:

- Only report *completed* years.
- Do not count the current school year (it's not completed)
- Include only certificated teaching or administrative position experience
- Include only experience from an *accredited* public, private or parochial school
- A qualifying teacher and/or administrator must physically work 50% or more of a given school year
- **Each year is considered on its own; partial years cannot be added together**

How do I Report Experience?

2007 I.C. 33-1004A was amended to include experience in accredited colleges and universities

Basic guidelines in reporting completed teaching or administrative experience are as follows:

- Only report *completed* years.
- Do not count the current school year (it's not completed)
- Include only certificated teaching or administrative position experience
- Include only experience from an *accredited* public, private or parochial school
- A qualifying teacher and/or administrator must physically work 50% or more of a given school year
- Each year is considered on its own; partial years cannot be added together
- A qualifying teacher and/or administrator must be an employee of a public, or an accredited private, parochial school or accredited college or university.

How do I Report Experience?

2007 I.C. 33-1004A was amended to include experience in accredited colleges and universities

Basic guidelines in reporting completed teaching or administrative experience are as follows:

- Only report *completed* years.
- Do not count the current school year (it's not completed)
- Include only certificated teaching or administrative position experience
- Include only experience from an *accredited* public, private or parochial school
- A qualifying teacher and/or administrator must physically work 50% or more of a given school year
- Each year is considered on its own; partial years cannot be added together
- **A qualifying teacher and/or administrator must be an employee of a public, or an accredited private, parochial school or accredited college or university.**
- Those **hired after June 30, 2005** may be granted credit for experience with an accredited college or university as long as that experience equates to like experience recognized by an accredited K-12 school.

How do I Report Experience?

Basic guidelines in reporting completed teaching or administrative experience are as follows:

- Only report *completed* years.
- Do not count the current school year (it's not completed)
- Include only certificated teaching or administrative position experience
- Include only experience from an *accredited* public, private or parochial school
- A qualifying teacher and/or administrator must physically work 50% or more of a given school year
- Each year is considered on its own; partial years cannot be added together
- A qualifying teacher and/or administrator must be an employee of a public, or accredited private or parochial school or accredited college or university.
- Those hired after June 30, 2005 may be granted credit for experience with an accredited college or university as long as that experience equates to like experience recognized by an accredited K-12 school.

How do I Report Experience?

Other Guidelines Included in the IBEDS Manual

Experience **prior** to becoming certified or obtaining special approval to teach by the Board of Education should not be included (i.e. student teaching, internships/curriculums where the individual is not a certified employee of a K-12 institution).

“Temporary Permits” issued by a state Board of Education - **yes**

How do I Report Experience?

Other Guidelines Included in the IBEDS Manual

Employment in **foreign countries** should be reported **according to Idaho standards**.

Experience in other countries may be included with an employees experience for IBEDS purposes provided the instruction is **equivalent to K-12 instruction in this country**.

Districts will need to assess each situation on a **case-by-case basis** to determine if the experience is equivalent to an accredited **K-12 experience in Idaho**.

How do I Report Experience?

Other Guidelines Included in the IBEDS Manual

Employment in **foreign countries** should be reported **according to Idaho standards**. Experience in other countries may be included with an employee's experience for IBEDS purposes provided the instruction is **equivalent to K-12 instruction in this country**. Districts will need to assess each situation on a **case-by-case basis** to determine if the experience is equivalent to an accredited K-12 experience in Idaho.

Example: John taught six-year old students at a "public" institution in London for 3 years. The school is the equivalent of an accredited public Grade 1 institution in Idaho. A "public" school in England is the equivalent of a non-public school in Idaho. John has no other work experience. John would be reported with 3 years non-public experience.

How do I Report Experience?

Other Guidelines Included in the IBEDS Manual

A certified employee must teach 50% or more of any given year to be given credit for that year.

How do I Report Experience?

Other Guidelines Included in the IBEDS Manual

A certified employee must teach 50% or more of any given year to be given credit for that year. See the following examples.

Example:

If Mary teaches 3 periods of a 7-period day for the entire school year.

For IBEDS purposes, her experience is **zero** for this year ~ she did not teach 50% or more of the total hours in the school year (**$3/7 = 43\%$**).

How do I Report Experience?

Other Guidelines Included in the IBEDS Manual

A certified employee must teach 50% or more of any given year to be given credit for that year. See the following examples.

Example:

If Harry teaches 90 days of a 180-day (full-year) contract.

Harry's experience for this year is one (1) year ~ he completed 50% of the school year.

How do I Report Experience?

Other Guidelines Included in the IBEDS Manual

Example:

*But if Harry contracts to teach **90 days** of a **180-day** (full-year) contract.*

But takes 5 of those days to go hunting

*Harry's experience for this year is **Zeroooo** ~ he failed to complete 50% of the school year.*

How do I Report Experience?

Other Guidelines Included in the IBEDS Manual

Next Example:

*Joan teaches 3 periods of a 7-period day for the **2006-2007** school year.*

*And taught full-time four months during the **2007-2008** school year.*

*For IBEDS purposes, her experience is **zero***

1) she did not teach 50% or more in either school year, and

2) partial years cannot be added together to accumulate work

How do I Report Experience?

Other Guidelines Included in the IBEDS Manual

Beginning with the 2006-2007 school year completed experience with an accredited college or university may be recognized for those hired in a certificated position (instructional or administrative) where the hire date is after June 30, 2005. Employment in accredited colleges or universities should be according to Idaho standards and may be included with an employees experience for IBEDS purposes provided the instruction is equivalent to K-12 instruction environment.

Districts will need to assess each situation on a case-by-case basis to determine if the experience is equivalent to an accredited K-12 experience in Idaho.

How do I Report Experience?

Other Guidelines Included in the IBEDS Manual

Beginning with the 2006-2007 school year completed experience with an accredited college or university may be recognized for those hired in a certificated position (instructional or administrative) where the hire date is after June 30, 2005. Employment in accredited colleges or universities should be according to Idaho standards and may be included with an employees experience for IBEDS purposes provided the instruction is equivalent to K-12 instruction environment

Example:

*Tom taught English at Boise State University for 5 years, for which his **students received college transcript credit** for his classes. He taught over 20 hours per week for nine (9) months each year. On **August 15, 2005** he begins teaching for an Idaho school District/charter as a full-time teacher. For IBEDS purposes, his **completed work experience is 5 years** because 1) he taught 50% or more in each school year in an accredited university, and 2) his hire date was after June 30, 2005..*

Other Guidelines Included in the IBEDS Manual

Example:

Tom teaches English at BSU for 5 years,

*His **students received college transcript credit** for his classes.*

He taught over 20 hours per week for nine (9) months each year.

***August 15, 2005** he begins teaching for an Idaho school District/charter as a full-time teacher.*

For IBEDS purposes,

*his **completed experience is 5 years***

- 1) he taught 50% or more in each school year*
- 2) BSU is an accredited university, and*
- 2) his hire date was after June 30, 2005..*

And Another Example:

Molly taught Biology at ISU for 15 years,

Her students received credit for these classes.

She taught over 20 hours per week for nine (9) months each year.

However, Molly began working full-time as a teacher in a Idaho school District in SY 2004-2005

For IBEDS purposes, Molly cannot count any of her experience at Idaho State because her hire date was prior to July 1, 2005.

Okay ~ here's the extreme, but it can happen

Paul has been a full-time employee in the Registration Office at the U of I for 10 years.

He's has accepted a teaching position with an Idaho public school District/charter For the 2008-2009 school year.

For IBEDS purposes, his work experience is zero ~

Why ~ experience in the business office was not the equivalent of teaching or administrative experience in a K-12 instructional or administrative environment.

Experience History

5 classifications

Personnel Information

SSN: 555-55-5555 MOUSE, MICKEY

School Year: 2008 Degree: BA BACHELOR OF ARTS Credits: 70

Years in State(K-12): 33 Years out of State(K-12): 2 Years Non-public(K-12): 0

Higher Ed. In State: 0 Higher Ed. out of State: 0

Sch Year	Degree	Credits	Yrs In State	Yrs out of St	Yrs Non-pub	Hi Ed In State	Hi Ed out St
2008	BA	70	33	2	0	0	0
2007	BA	70	33	2	0	0	0
2006	BA	70	33	2	0	0	0
2005	BA	70	33	2	0	0	0
2004	BA	70	33	2	0	0	0
2003	BA	54	32	2	0	0	0
2002	BA	54	31	2	0	0	0
2001	BA	54	30	2	0	0	0

1. K-12 with any Idaho Public School District/Charter
2. K-12 with another state public school district/charter
3. K-12 with ANY accredited private or parochial school
4. Idaho experience with an accredited college or university
5. Other experience with an accredited college or university

* K-12 Equivalent

Experience History

SDE creates a 2009 record

Personnel Information

SSN: 555-55-5555 MOUSE, MICKEY

School Year: 2008 Degree: BA BACHELOR OF ARTS Credits: 70

Years in State(K-12): 33 Years out of State(K-12): 2 Years Non-public(K-12): 0

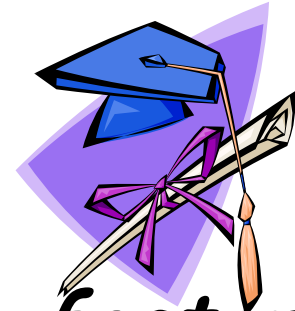
Higher Ed. In State: 0 Higher Ed. out of State: 0

Sch Year	Degree	Credits	Yrs In State	Yrs out of St	Yrs Non-pub	Hi Ed In State	Hi Ed out St
2008	BA	70	33	2	0	0	0
2007	BA	70	33	2	0	0	0
2006	BA	70	33	2	0	0	0
2005	BA	70	33	2	0	0	0
2004	BA	70	33	2	0	0	0
2003	BA	54	32	2	0	0	0
2002	BA	54	31	2	0	0	0
2001	BA	54	30	2	0	0	0

1. For all certificated staff with a 2008 Ed History Record
2. One (1) year added if 2008 contract record was 50% or more

Lanes ~ Education Factor

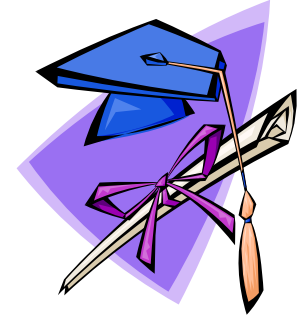
I.C. 33-1004A



*"In determining the education factor, only credits earned **after** initial certification, based upon a transcript on file with the teacher certification office of the state department of education, earned at an institution of higher education accredited by the state board of education or a regional accrediting association, shall be allowed. . .*

Education History ~ Credits

I.C. 33-1004A

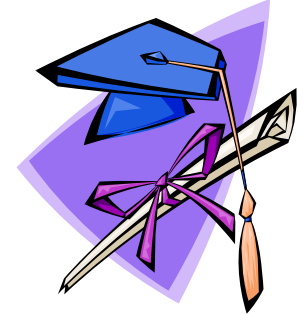


Question:

When can additional credits be reported?

Education History ~ Credits

I.C. 33-1004A



Question:

When can additional credits be reported?

Answer:

After two conditions are met

- 1) the degree claimed, AND*
- 2) initial certification*

Education History



I.C. 33-1004A

*After two conditions are met
1) the degree claimed ~~*

BA OR BS (Bachelors)

MA OR MS (Masters)

DR OR ES (Doctorate and Ed Specialist)

OS (Occupational Specialist)

A (Associate)

HS (High School)

Education History

I.C. 33-1004A



After two conditions are met
1) the degree claimed, AND
2) initial certification

Issuance date of the initial certificate

Excludes "temporary" permits

*(i.e. provisional authorization, and the old
consultant specialist)*

Education Factor

I.C. 33-1004A



*"In determining the education factor, only credits earned **after** initial certification, based upon a transcript on file with the teacher certification office of the state department of education, earned at an institution of higher education accredited by the state board of education or a regional accrediting association, shall be allowed. . .*



Education Factors

I.C. 33-1004A

SDE receives transcript when Certificates are renewed - usually every five (5) years

*"In determining the education factors, only credits earned **after** initial certification, based upon a transcript on file with the teacher certification office of the state department of education, earned at an institution of higher education, state board accrediting allowed."*

For IBEDS Purposes ~

A transcript should be on file with the district/Charter if they are reported on the IBEDS Ed History Record.

Available for Audit

Experience and Education Multiplier

Lanes

“Each instructional and administrative staff position shall be assigned an appropriate multiplier based on the following table:”

Year	BA	BA+12	BA+24	MA BA+36	MA+12 BA+48	MA+24 BA+60	MA+36 ES/DR
0	1.00000	1.03750	1.07640	1.11680	1.15870	1.20220	1.24730
1	1.03750	1.07640	1.11680	1.15870	1.20220	1.24730	1.29410

In “increments” of 12

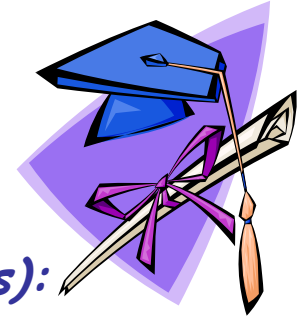
BA, BA & OS max. = lane 6

MA, MS, ES and DR max. = lane 7

A, HS, and those with only “temporary” permits are limited to lane 1 (BA)

Education History ~ Credits

I.C. 33-1004A



Basic guidelines in reports additional credits are as follows):

- *Two conditions must first be met
the degree claimed and
initial certification.*
- *Credits must be from an
accredited college or university*

Education History ~ Credits

I.C. 33-1004A

Basic guidelines in reports additional credits are as follows):

- *Two conditions must first be met*
the degree **claimed** and
initial certification.



Example

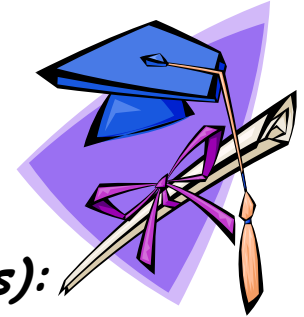
$BA + 60 > MA + 0$

EXPERIENCE AND EDUCATION MULTIPLIER TABLE

Year	BA	BA+12	MA BA+24	MA+12 BA+36	MA+24 BA+48	MA + 36 BA+60
------	----	-------	-------------	----------------	----------------	------------------

Education History ~ Credits

I.C. 33-1004A

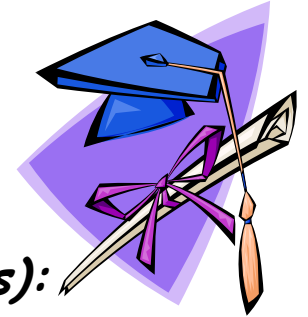


Basic guidelines in reports additional credits are as follows):

- *Two conditions must first be met - the degree reported and initial certification.*
- *Credits must be from an accredited college or university*
- *District/charter must have an official transcript on file **before** these credits may be claimed*

Education History ~ Credits

I.C. 33-1004A

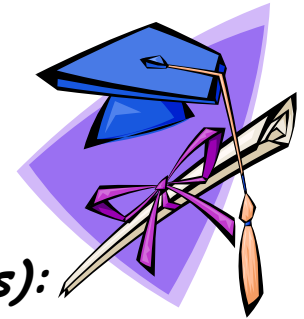


Basic guidelines in reports additional credits are as follows):

- *Two conditions must first be met - the degree reported and initial certification.*
- *Credits must be from an accredited college or university*
- *District/charter must have an official transcript on file before these credits may be claimed*
- *Report all eligible credits in **semester** credit hours only.*

Education History ~ Credits

I.C. 33-1004A

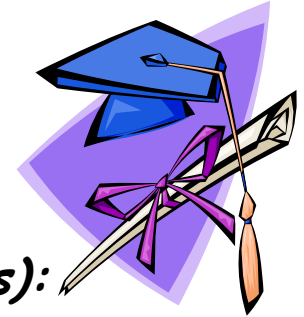


Basic guidelines in reports additional credits are as follows):

- *Two conditions must first be met - the degree reported and initial certification.*
- *Credits must be from an accredited college or university*
- *District/charter must have an official transcript on file before these credits may be claimed*
- *Report all eligible credits in semester credit hours only.*
- *One (1) quarter credit hour converts to .67 semester credit hour; do not include fractions in counting additional credits, do not round up.*

Education History ~ Credits

I.C. 33-1004A



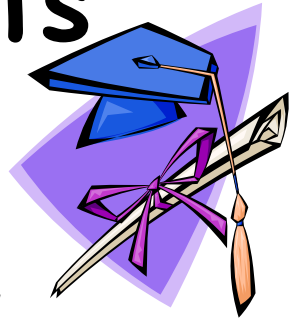
Basic guidelines in reports additional credits are as follows):

- *Two conditions must first be met - the degree reported and initial certification.*
- *Credits must be from an accredited college or university*
- *District/charter must have an official transcript on file before these credits may be claimed*
- *Report all eligible credits in semester credit hours only.*
- *One (1) quarter credit hour converts to .67 semester credit hour; do not include fractions in counting additional credits, do not round up.*

• ***In-service credits do not qualify.***

Education History ~ Credits

I.C. 33-1004A



Basic guidelines in reports additional credits are as follows):

- *Two conditions must first be met - the degree reported and initial certification.*
- *Credits must be from an accredited college or university*
- *District/charter must have an official transcript on file before these credits may be claimed*
- *Report all eligible credits in semester credit hours only.*
- *One (1) quarter credit hour converts to .67 semester credit hour; do not include fractions in counting additional credits, do not round up.*
- *In-service credits do not qualify up.*
- ***Temporary permits** do not meet the requirements of initial certification (i.e. consultant specialist, provisional certificate)*

Experience and Education Multiplier

“Each instructional and administrative staff position shall be assigned an appropriate multiplier based on the following table:”

Year	<div> <div>MA</div> <div>MA+12</div> <div>MA+24</div> <div>MA+36</div> </div>						
	BA	BA+12	BA+24	BA+36	BA+48	BA+60	ES/DR
0	1.00000	1.03750	1.07640	1.11680	1.15870	1.20220	1.24730
1	1.03750	1.07640	1.11680	1.15870	1.20220	1.24730	1.29410
2	1.07640	1.11680	1.15870	1.20220	1.24730	1.29410	1.34260
3	1.11680	1.15870	1.20220	1.24730	1.29410	1.34260	1.39290
4	1.15870	1.20220	1.24730	1.29410	1.34260	1.39290	1.44510
5	1.20220	1.24730	1.29410	1.34260	1.39290	1.44510	1.49930
6	1.24730	1.29410	1.34260	1.39290	1.44510	1.49930	1.55550
7	1.29410	1.34260	1.39290	1.44510	1.49930	1.55550	1.61380
8	1.34260	1.39290	1.44510	1.49930	1.55550	1.61380	1.67430
9	1.39290	1.44510	1.49930	1.55550	1.61380	1.67430	1.73710
10	1.39290	1.49930	1.55550	1.61380	1.67430	1.73710	1.80220
11	1.39290	1.49930	1.55550	1.61380	1.73710	1.80220	1.86980
12	1.39290	1.49930	1.55550	1.61380	1.73710	1.86980	1.93990
13 or more	1.39290	1.49930	1.55550	1.61380	1.73710	1.86980	2.01260

Reporting

Idaho Basic Education Data System (I.C. 33-1004D)

“For each employee of the school district, a report shall be made in a format prescribed by the state superintendent of public instruction,...”

See IBEDS Manual for additional assistance in placing certified staff/positions on the experience and education multiplier table. (<http://www.sde.state.id.us/finance>) ○

Education and Experience History Record

Personnel Information

SSN: 555-55-5555 MOUSE, MICKEY

School Year: 2008 Degree: BA BACHELOR OF ARTS Credits: 70

Years in State(K-12): 33 Years out of State(K-12): 2 Years Non-public(K-12): 0

Higher Ed. in State: 0 Higher Ed. out of State: 0

Update Save Cancel Delete

Sch Year	Degree	Credits	Yrs in State	Yrs out of St	Yrs Non-pub	Hi Ed in State	Hi Ed out St
2008	BA	70	33	2	0	0	0
2007	BA	70	33	2	0	0	0
2006	BA	70	33	2	0	0	0
2005	BA	70	33	2	0	0	0
2004	BA	70	33	2	0	0	0
2003	BA	54	32	2	0	0	0
2002	BA	54	31	2	0	0	0
2001	BA	54	30	2	0	0	0

- Does a 2009 record already exist?
- Is it Correct?
- Changes ~
 - "Update"
 - Make changes
 - "Save"

Education and Experience History Record

Personnel Information

SSN: 555-55-5555 MOUSE, MICKEY

School Year: 2008 Degree: BA BACHELOR OF ARTS Credits: 70

Years in State(K-12): 33 Years out of State(K-12): 2 Years Non-public(K-12): 0

Higher Ed. in State: 0 Higher Ed. out of State: 0

Buttons: Add, Update, Save, Cancel, Delete

Sch Year	Degree	Credits	Yrs in State	Yrs out of St	Yrs Non-pub	Hi Ed in State	Hi Ed out St
2008	BA	70	33	2	0	0	0
2007	BA	70	33	2	0	0	0
2006	BA	70	33	2	0	0	0
2005	BA	70	33	2	0	0	0
2004	BA	70	33	2	0	0	0
2003	BA	54	32	2	0	0	0
2002	BA	54	31	2	0	0	0
2001	BA	54	30	2	0	0	0

- New Employee
(certified only please)

Use "Add"

- "2009"
- Enter Data
- "Save"

Again

